

## EMPLOYEE SERVICES COMMITTEE MINUTES

February 4, 2019

**Members Present:** Tony DelGiorno, Pam Deppe, Tim Krell, Jason Ratts, Vera Small, Jeff Thomas

**Members Absent:**

**Others Present:** Kimberly Banister, Charlie Stratton, Dan Wright

Chair Krell called the meeting to order at 5:00 p.m.

Krell requested a motion to approve the minutes of the January 7, 2019 meeting. A motion was made by Deppe and seconded by Small. Motion carried (6-0).

Dan Wright, State's Attorney, addressed the Committee requesting approval of Purchase Order 22019, Dell and CDW in the amount of \$28,747 for desktop and laptop computers and accessories. Purchases will be paid using the Automation funds. A motion to approve all requests was made by Thomas and seconded by Small. Motion carried (6-0).

Kimberly Banister, Veterans, addressed the Committee requesting approval of a promotion/salary adjustment for Jeff Van Zuiden from Clerk to Clerk/Veterans Service Officer with an increase in annual salary from \$27,534 to \$29,250 effective February 4, 2019. Van Zuiden has successfully received the accreditation to be a Service Officer. A motion to approve the request was made by Thomas and seconded by Small. Motion carried (6-0).

Banister presented to the Committee her Yearly Report.

Tony DelGiorno addressed the Committee regarding a policy dealing with absences of those non-essential employees with children due to inclement weather and school closings. Charlie Stratton, Human Resources Director, stated that these types of absences are handled departmentally and that he is not aware of any employee being penalized for not working due to inclement weather. Employees are allowed to use accrued benefit time (sick, vacation, personal, comp), and if they have no accrued benefit time, the absence is unpaid. Stratton will contact Champaign County to see which employees worked/did not work during the last weather event where Champaign County was closed.

There was no old business or public comment.

Krell requested a motion to approve the requisitions. A motion was made by Ratts and seconded by Small. Motion carried (6-0).

A motion to adjourn was made by DelGiorno and seconded by Deppe. Motion carried (6-0). Meeting adjourned.